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BOSNIA-HERZEGOVINA

**United States Agency for International Development in Sarajevo re-advertising a vacancy
for Lead Financial Analyst in the *Regional Financial Management Center
(RFMC) in Sarajevo**

13-01 - Lead Financial Analyst, Position Grade: FSN-12, Salary range: 62,797.00 – 87,913.00 KM/year

Responsibilities:

The Lead Financial Analyst plans the work of the unit to deal with the high volume of work, in an efficient, effective manner; determines changes in work assignments to accommodate changes in client posts, and to ensure coverage for periods of absence or to cover vacancies; develops methods to keep customers advised of the progress or status of the work, or of problems encountered; works with other RFMC Units to assure that activities are consistent with current laws and regulations, and accomplishable within the constraints of available staffing and systems. Personally and through subordinate Financial Analysts, the Lead Financial Analyst provides analysis, advice, and guidance to client missions on the financial soundness of ICASS budgets and the financial implications of the provisions of existing or contemplated ICASS agreements and budgets; examines ICASS financial and reporting procedures used in client mission countries to ensure conformance with established ICASS policy and procedures. Personally and through subordinate Financial Analysts, the Lead Financial Analyst provides analysis, advice, and guidance to client missions on the implementation and evaluation of USAID-financed projects and regarding various aspects of internal operations relating to USAID technical programs, such as selecting the appropriate method of financing, analyzing project pipelines, making de-ob/re-ob decisions, adopting the appropriate assistance mechanism (purchase orders, contracts, grants or cooperative agreements) and monitoring program financial implementation. He / She advises and guides RFMC and client missions on the establishment and implementation of cost-effective systems of management controls; periodically performs transaction testing and analyses, and reports on the status of management controls at RFMC and client missions, and takes steps to ensure that control weakness corrections are implemented in a timely fashion, assists RFMC and client missions in clearing audit recommendations. The Lead Financial Analyst is responsible for a variety of related financial analysis duties, including working with the Regional Controller to monitor internal controls, to take a leading role in the annual FMFIA review for client Missions, and tracking corrective actions and resolution and closure of identified Internal Control deficiencies, weaknesses, and findings.

Requirements:

Completion of University Degree, or the host-country equivalent, in accounting, financial management, or a related field is required; in addition, certification as a Certified Public Accountant (CPA) or Chartered Accountant (CA), or the local equivalent. Five to seven years of progressively responsible professional experience in accounting, auditing, or financially-oriented business management is required. Level IV (fluent) oral and written English and Bosnian/Croatian/Serbian ability is required. A thorough knowledge, or the ability to quickly gain such knowledge, of professional accounting principles, theories, practices and terminology as well as the principles and accepted procedures of US and client mission country governmental and business financial accounting, budgeting and reporting is required. Lead Financial Analyst must have or be able to quickly gain a good knowledge of laws, regulations and procedures applicable to USAID financial management, and to understand USAID organization and operations, and USAID program/project/activity policies and processes. A thorough knowledge or the ability to quickly gain such knowledge, of how ICASS and USAID projects are implemented and evaluated is essential. Lead Financial Analyst must be able to analyze accounting processes and identify practices and procedures which require correction or modification; to formulate recommendations for maintaining the accounting systems of assigned countries in a high state of efficiency; and, be able to communicate effectively with non-accounting personnel in explaining accounting requirements.

THIS IS A LOCAL HIRE POSITION FOR BOSNIAN NATIONALS

Applications must be in English. Deadline for applications is COB February 4, 2013. Please submit the applications only by e-Mail: SarajevoJobVacancy@state.gov. Curriculum Vitae should be limited to two pages and should specify skills and educational background. Copy of the complete position description is available in the USAID Human Resources Office. Contact number: +387 33 704 000 ext. 4403.

USAID IS AN EQUAL OPPORTUNITY EMPLOYER.
ALL ETHNIC GROUPS ARE ENCOURAGED TO APPLY.

Note: The position is subject to availability of funds.

*Regional Financial Management Center (RFMC) is located in the USAID/Sarajevo, BIH and provides full financial management services to four Balkan Countries (Albania, Bosnia and Herzegovina, Bulgaria, Macedonia), supports regional activities in seven European countries (Hungary, Slovakia, Czech Republic, Poland, Estonia, Latvia, and Lithuania) where bilateral programs have ended, and provides support to USAID employees stationed in Stuttgart, Istanbul, Brussels and Geneva.